

Office of Graduate Enrollment

6001 University Boulevard
Moon Township, PA 15108-1189 USA
800-762-0097

APPLICATION GUIDELINES

Please follow the application guidelines related to the program of your choice.

1. All programs require the completion of the attached application and a non-refundable \$35 application fee, or apply online for free at www.rmu.edu.
2. International students are also required to complete the statement of financial support and must submit proof of health insurance, official TOEFL test scores and all official transcripts.
3. All programs require applicants to submit official transcripts of all undergraduate course work and graduate course work, if applicable. Official transcripts from all schools attended, whether or not some of the work is shown as advanced standing on your transcripts, must also be sent to the Office of Graduate Enrollment.
4. All programs require two letters of recommendation to be submitted either directly from the recommender or in a sealed envelope enclosed with the application to the Office of Graduate Enrollment.
5. Official test scores applicable to the program of choice should be requested from ETS (GMAT, GRE) or the Psychology Corporation (MAT) and sent directly to the Office of Graduate Enrollment. Test scores are accepted by RMU only if taken within the last five years.
6. Certain programs require additional materials to be submitted. Refer to specific program insert sheet for any additional application requirements.
7. Students must submit ALL application materials required for the chosen degree before an admissions decision can be made. Send application materials to: Office of Graduate Enrollment, Robert Morris University, 6001 University Boulevard, Moon Township, PA 15108-1189.

Visit our website at www.rmu.edu for additional academic information regarding our graduate programs.

QUESTIONS?

Contact one of our enrollment managers at 800-762-0097. We're here to help!

Robert Morris University accepts students on a rolling admission basis. As soon as all of your transcripts arrive in our office, we process your application and notify you of your admission status. To begin the admission process, complete this application and return it with your \$35 application fee.

GRADUATE PROGRAMS

Please indicate the graduate program for which you are applying:

SCHOOL OF ADULT AND CONTINUING EDUCATION

- M.S. in Organizational Studies**
Area of Concentration (choose one):
- Employee Relations
 - Leadership

SCHOOL OF BUSINESS

- M.B.A.** (*Pittsburgh only*)
- M.S. in Human Resource Management**
- M.S. in Nonprofit Management** (*Pittsburgh only – Fall start only*)
- M.S. in Taxation** (*Pittsburgh only – Fall start only – Saturday program only*)

Have you taken the GMAT/MAT (circle one)? Yes No

If yes, when?

If no, when are you scheduled to take the exam?

SCHOOL OF COMMUNICATIONS AND INFORMATION SYSTEMS

- M.S. in Communications and Information Systems**
- M.S. in Competitive Intelligence Systems**
- M.S. in Information Security and Assurance**
- M.S. in Information Systems Management**
- M.S. in Information Technology Project Management**
- M.S. in Internet Information Systems**

SCHOOL OF EDUCATION AND SOCIAL SCIENCES

- M.S. in Business Education** (*Moon Township only*)
- M.S. in Instructional Leadership** (*Moon Township only*)
Area of Concentration (choose one):
- Leadership
 - Corporate Training
 - Elementary Education
 - English Education
 - Mathematics Education
 - Sport Management

- Elementary Teacher Certification Preparation**

- Secondary Teacher Certification Preparation**

Area of Concentration (choose one):

- Applied Mathematics
- Business, Computer and Information Technology
- Communication
- English
- Social Studies

- Instructional Technology Specialist Certification Preparation**

(*Moon Township only*)

Note: Students can pursue Elementary or Secondary Teacher Certification or Instructional Technology Specialist Certification while simultaneously completing either the M.S. in Business Education or the M.S. in Instructional Leadership. To do so, please check the appropriate certification and the applicable master's degree program. Students who select this option must also submit all materials required to enter their chosen master's degree program.

SCHOOL OF ENGINEERING, MATHEMATICS AND SCIENCE

- M.S. in Engineering Management**

SCHOOL OF NURSING AND ALLIED HEALTH

- M.S. in Nursing** (*Cranberry only*)
Track (choose one):
- Leadership and Management
 - Nursing Education

Please print or type. Mail application with a \$35 non-refundable fee to the Office of Graduate Enrollment.

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PERSONAL

Gender: Male Female

Last Name First Middle Initial Marital Status

If your records are listed under any other name, please indicate:

Street Address City State

County/Province Zip/Postal Code Country (if not USA)

Home Phone Business Phone E-mail Address

Date of Birth Social Security Number

United States Citizen? Yes No If no, indicate country of citizenship and Visa status:

Have you previously applied to Robert Morris University graduate programs? Yes No

Have you previously completed a graduate degree or teacher certification program at Robert Morris University? Yes No

If yes, which program have you completed?

Starting Term: Fall 20____ August/October Spring 20____ January/March Summer 20____ June

Review my application for: Degree Status Transient Status — credits are to be transferred to home graduate school.

Transient students must also submit a letter from their home institution granting them approval to pursue course work at Robert Morris University.

Campus Location: Moon Township Pittsburgh Cranberry (M.S. in Nursing programs only)

The following information is requested for statistical purposes only.

Ethnic Origin (check one)

- African American/Black Caucasian Native American/Alaskan Native
- Asian/Pacific Islander Hispanic American Other: _____

EDUCATIONAL HISTORY

List in chronological order all colleges, universities or professional schools attended:

Name and Location Degree (e.g., B.S.; B.A.) Date Awarded Major

You must contact each of the above institutions to request an official copy of your transcripts to be sent directly to the Graduate Enrollment Office.

EMPLOYMENT

Current Employer Address Title/Department

List your previous employment record for the past five years, beginning with the most recent:

Employer Address Title/Department

